



Glossary of Budget Terms

Account	A chartfield segment (5 digits) that describes the transaction (e.g., travel, supplies, equipment, salary, benefits, accounts receivable, sales tax). Includes revenue, expense, asset, liability and equity designations.
Activity Fees	Fee assessed to enrolled students to help support campus wide entertainment, student organizations, student government, and student discounts on community cultural and entertainment events. Separate fee from the general and instructional fees (tuition).
Agency Fund	Funds for the management of non-university monies, such as funding for a professional journal where a faculty member serves as editor. University acts as custodian of funds for accounting purposes. Funds belong to external entity and are returned to entity upon request or when OSU affiliation no longer exists.
Annual Rate	Refers to ongoing budget allocations provided by the University's general fund. These funds are used to support most academic and academic support units. Marginal income derived in the new budget model is annual rate based. Annually reoccurring expense, such as salaries and benefits, are typically funded from annual rate. AKA: PBA (present budget allocation), General Funds continuation budget, continuing funding. Also see PBA;
Auxiliary Enterprise	An entity that exists to furnish goods or services to students, faculty or staff, for a fee. Auxiliary operations are essentially self-supporting. They may also serve the general public. Examples at OSU include Athletics, University Hospitals, residence halls....
Budget	The plan or estimate for revenues or expense for the year or the year's allocation of funds
Budget Year	A chartfield segment (4 digits) that maps to our fiscal year which dates from July 1, XXXX to June 30, XXXX
Cash	Is one-time only funding. Annual rate that is unused in any given year is called "cash."
Central Tax (BR)	24% of tuition and subsidy revenue; 19% funds the administrative units that are not covered by direct college allocations, such as Purchasing, Travel, Libraries and Physical Facilities and the administrative components of the Office or Research that have university-wide responsibilities (e.g., ORRP); 5% of the tax is dedicated to funding priorities of the University's Academic Plan, including rebasing.
Chartfield	A sequence of values used to identify the financial transactions in the University accounting system. It is comprised of 9 distinct assignments of values that represent a particular categorization of a transaction: Unit, Org, Fund, Account, Function, Project, Program, User Defined, Budget Year. AKA: budget account



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Compensation Plan (BR)	Cost of increases to salary of annual rate (PBA) controlled positions plus the benefit costs associated with the salary increase, as well as benefits cost increases due to increase of the benefit composite rate on the salary base.
Contracts Fund	Non-OSURF fund for various grant and contracts - private and state. Research captured in a contracts funds is not reported in the annual University research reporting and does not influence the budget model at the University level.
Current Use Funds	See “Development Funds”
Designated	Used to indicate the Board of Trustees has specified particular use for unrestricted funds. “Designated” funds are internally directed to a specific use (e.g., student fees, student financial aid..)
Development Funds	Gift monies that are not invested as part of the endowment that may be spent immediately. There is no guarantee that there will be future gift income. Expenditures must be in accordance with the donor’s restrictions. AKA: “development fund gifts.”AKA: development gifts, current use gifts, gifts.
Differential Fees	Fees schedule higher the University Instructional Fee separately approved by the BOT and the State (e.g., Medical, Law, Business, Vet Med, etc.. have differential fees) at the graduate level
Discretionary Funds	Funds given to the University for use “at the discretion of” a Dean, Department Chair or other university official. They must be used for the benefit of the University and are not personally owned by the university official. University expenditure policies must be adhered to when expending these funds.
Earnings Operations	University entities that sell goods or services. Their customers may be internal University units that buy needed services (e.g., UNITS sells phone service to campus) or they may provide goods and services that relate to the University academic mission to external customers (e.g, Reading Recovery Keep Book sales to school districts)
Encumbrance	The setting aside of funds in preparation for a specific future payment; can be a cash or annual rate encumbrance. AKA: commitment
Endowment Income Fund	AKA as “endowment distribution” is the monies received each year from the endowment fund investment. Based on a 36-month average and is distributed in advance of earnings, at the beginning of a fiscal year. Expenditures must be in accordance with the donor’s restrictions.
Endowment Principal Funds	Represents value of funds donated as a source of income. Usually held and invested “in perpetuity.” Produces a reliable income stream from year to year that is distributed in the Endowment Income fund.
<i>EOS</i>	<i>Exchange of Services program operating in the College that provides fee authorizations in exchange for services provided for placements in school districts and for outreach efforts from the College</i>



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eReports	Web-based Software program used by the University for reporting purposes for budget restructuring, human resources, accounting, purchasing. AKA: Portal, Insight, or BRIO
Fee Authorization	In-state portion of fees paid in conjunction with a GA appointment or with a 4 th quarter fee authorization option.
Fee Waiver	Out-of-state portion of fees. Expensed through the student services allocation charge in the budget model.
Fees	University general and instructional fees.
Fiscal Year	The University's fiscal year runs from July 1 to June 30. AKA: budget year & operating cycle
Fourth (4 th) Quarter Fee Authorization	Fee authorization benefit to graduate associate who has held 3 consecutive quarters of a GA appointment, but may not be employed in the 4 th quarter. Cost is assessed to the College/VP unit under BR model.
Function Code	A chartfield segment (6-15 digits) that defaults by the accounting system based on the Org and is used for categorizing activity function for OBOR reporting (e.g., instructional activity, research, scholarship, student services...)
Fund	A chartfield segment (6 digits) that designates the type of fund (general funds, unrestricted gift, contract, earnings, etc...) determined by source and use of money
General Funds	Restricted funds the provide support of the University's core instruction as well as instructional support and related general administrative physical plant expenditures.
General Funds Spending Authority (GFSA)	The amount from the general fund that a unit is permitted to spend. Allocations are made each year (see "Cash"). AKA: GFSA, operating cash
Hyperion Reporting	Web-based Software program used by the University for reporting purposes for budget restructuring, human resources, accounting, purchasing. AKA: Portal, Insight, BRIO, or eReports.
Indirect Cost Recovery	Costs associated with the infrastructure that supports the research enterprise (buildings and their maintenance, libraries, etc.) and which cannot easily be determined for each project. AKA: F&A (Facilities & Administration). The University requires that F&A costs be included in all proposal budgets and that F&A costs be recovered to the maximum extent possible.
Marginal Expenses (BR)	The increase or decrease in total General Funds (PBA) expenses from one fiscal year to the next. AKA: commitments



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Marginal Revenues (BR)	The increase or decrease in total General Funds revenues from one fiscal year to the next. AKA: resources, marginal income
OBOR	Ohio Board of Regents, AKA: Regents, BOR
Organization (Org)	A chartfield segment (5 digits) that represents a particular unit of reporting such as a college, department or school. Orgs are often broken down into sub-orgs to meet reporting needs
PBA (Present Budget Allocation)	See “annual rate”
Physical Plant Assessment (BR)	Cost for University owned space measured in square footage multiplied by a flat rate per square foot for three types of costs: utilities, custodial service, and maintenance.
Plant Fund	Fund used by departments to create reserves for plant replacements or equipment reserves
Program	A chartfield segment (5 digits) designed for long-term allocations/programs that require separate accounting report. Often used to track interdisciplinary activity that crosses Orgs
POM (BR)	Plant operations management - the cost of maintaining the physical plant (space), including utilities, maintenance & custodial costs.
Project	A chartfield segment (6-15 digits) assigned to time-limited projects with a start and end date to allow capture of the accounting information. Typically used for research, capital projects, one-time cash allocations
RPIA	Acronym for Resource Planning and Institutional Analysis
Research Administration Allocation (BR)	An expense to Colleges/VP Units under the new budget model that is charged in proportion to the amount of OSURF modified total direct cost (MTDC) expenditures over a fiscal year. Revenue generated by this charge is then used to fund the operations supporting sponsored research, such as the operating cost of OSURF. Although this has been referred to by some as a “Research Tax” IT IS NOT A TAX on IDC generation. It is a distribution of the costs of processing/managing research in proportion to usage of research services as measured by the dollar volume of the MTDC.



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Restricted Funds	Fund's use is specified by external party and subject to state and federal law, accounting policy, university & college policy and reasonable judgment of the custodian of the fund (e.g., endowed chair, scholarship fund, ...)
Student Services Allocation (BR)	An expense (under the budget restructuring model) that funds the cost of services provided by Student Affairs, Enrollment Services, Undergraduate Student Academic Services (USAS), Student Financial Aid, and the Graduate School.
Subsidy	Source of revenue to University and a resource to College under budget restructuring. Assigns a dollar value to a credit hour taught by mapping OBOR predesignated course level to the student level. NOTE: The University receives subsidy for both credit hours and space from the OBOR; however, the methodology to distribute these dollars under budget restructuring differs somewhat from how the subsidy is garnered by the University. AKA: State Share of Instruction (SSI).
Tree Structures	Reporting process that displays the hierarchical relationship between various segments of the chartfield for specific reporting purposes (e.g., tree structures link historical data for profile data collection; Org tree structure maps each school to the College and each suborg to each school). Important for roll-up reporting of financial data.
University General Fee	The General Fee is mandated by the State of Ohio for the funding of non-instructional student services. At The Ohio State University, general fees provide those student services whose primary purpose is to contribute to the students' emotional and physical well being, as well as their cultural and social development outside the context of the formal instructional program. Included in this category are: Counseling and Consultation Services, Student Health Services, Recreational and Intramural Sports, the Student Unions, Disability Services and the Multicultural Center
University Instructional Fee	Fees for instruction - tuition
Unrestricted Funds	Use of funds is not specified by an outside donor. It does not mean that we can "spend as we wish."
User Defined	A chartfield segment (6 digits) for reporting needs and tracking not captured at one of the other chartfield segment levels. Most often used in departments